

CHANGE NOTICE FOR MANUAL

MANUAL: Food Stamp Certification Manual

CHANGE NO.: 10-2003 DATE: July 22, 2003

TO: County Directors of Social Services

EFFECTIVE July 1, 2003 make the following changes to the Food Stamp Certification Manual.

I. BACKGROUND

In accordance with new requirements established in Title IV of Public Law 107-171 of the Food Stamp Reauthorization Act of 2002, this change excludes all countable Educational Assistance as income except scholarships offered by civic groups, educational institutions, or athletic scholarships. This change also excludes the following countable resources: heir property, burial plots/spaces, lifetime estate, remainder interest, and all land or buildings. This change will also incorporate into the Food Stamp Certification Manual the policy in DSS Administrative Letters No. Economic Independence 16-2002 and 5-2003.

II. SPECIFIC CHANGES

This change obsoletes DSS Administrative Letter 16-2002 and DSS Administrative Letter 5-2003 and incorporates new Resource and Income policy in the Food Stamp Certification Manual. This change also provides additional policy clarifications throughout the reissued sections.

Section 250, Resources

The changes include the exclusion of heir property, burial plots/spaces, lifetime estate, remainder interest, and all land or buildings as resources. This change also includes policy provided in Administrative Letter 16-2002 in regards to the only types of pension plans (Keogh Plans and Individual Retirements Accounts) in which the cash value is considered a resource. The chart in Section 250.06 has also been updated to reflect the policy change.

Medicaid and North Carolina Health Choice are added as types of federal means-tested assistance that cannot be used to calculate the 40-quarter requirement for aliens.

The requirement to verify real property is removed.

Adds requirement that the resource value in Field 39 of the DSS-8590 is a required field. This is necessary to screen for LIEAP eligibility.

Clarifies that only the amount of a non-recurring lump sum that is still available is countable.

Clarifies that transfer of resources applies only to countable resources.

Section 263, Source of Income

The changes include updates to Chart 1-Sources of Income in Section 263.02. This change also includes the removal of Chart 2-Educational Assistance from section 263.03.

Adds new policy concerning educational assistance.

Section 265, Variable Income

The changes include the exclusion of all types of countable Educational Assistance except scholarships offered by civic groups, educational institutions, and athletic scholarships. This change also defines Educational Institution for the purpose of scholarships.

Section 273, Special Budgeting Procedures

The change includes revisions to special budgeting procedures to reflect policy changes.

III. IMPLEMENTATION INSTRUCTIONS

Effective July 1, 2003, apply the above policy and procedures to all food stamp applications, recertifications, and changes in situations. Also, DSS Administrative Letter No. Economic Independence 16-2002 and DSS Administrative Letter No. Economic Independence 5-2003 are obsolete effective July 1, 2003.

IV. INSTRUCTIONS FOR MAINTENANCE OF THE FOOD STAMP MANUAL

REMOVE		INSERT	
Section	Pages	Section	Pages
250	1 - 25	250	1-22
263	1 - 23	263	1-21
265	1- 6	265	1 - 6
273	1 - 2	273	1-2

If you have questions, please contact your Program Integrity Representative.

Sincerely,

Suzanne W. Marshall, Chief

Food Assistance and Energy Programs
Section

SWM/KL/RM

Attachments

[FSs250](#)

[FSs263](#)

[FSs265](#)

[FSs273](#)